

BICESTER SPIRITUALIST CHURCH
REGISTERED CHARITY NO. 1013339

RECEIPTS AND PAYMENTS ACCOUNT
FOR THE PERIOD ENDED 31ST DECEMBER 2021
AND
STATEMENT OF ASSETS AND LIABILITIES
AS AT 31ST DECEMBER 2021

BICESTER SPIRITUALIST CHURCH
LEGAL AND ADMINISTRATIVE INFORMATION
FOR THE PERIOD ENDED 31ST DECEMBER 2021

<u>Registered Name</u>	Bicester Spiritualist Church
<u>Registered Number</u>	1013339
<u>Principal Office</u>	The Clifton Centre Ashdene Road Bicester OX26 2BH
<u>Trustees</u>	Robert Gooch (Custodial Trustee) Anthony Plowman (Custodial Trustee) Lynn Beckett Rita Clifton Judith Plowman (General Secretary) Derek Taylor Sue Young (Treasurer)
<u>Bankers</u>	HSBC UK
<u>Independent Examiner</u>	Mrs H C Fanthome FCA, King Loose & Co St John's House, 5 South Parade, Summertown, Oxford OX2 7JL

BICESTER SPIRITUALIST CHURCH

TRUSTEES' ANNUAL REPORT

FOR THE PERIOD ENDED 31ST DECEMBER 2021

The Trustees present their Report and Accounts for the period ended 31st December 2021. The accounts comply with the charity's constitution, the Charities Act 2011, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland – Charities SORP (FRS 102); and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

The Charity's Trusts

The Charity was registered on 4th August 1992 and is governed by model rules and constitution adopted 31st May 1992 and amended 24th October 2016.

Legal and Administrative Information

This information is given on page 1.

Objects

As set out in the Charity's governing documents, the Charity's objectives are:

- to advance the Christian religion in particular the Christian Spiritualist church

Organisation of Services, Activities and Achievements during the Period

Incoming funds are generated principally from rentals, together with monies from collections, private donations, and from fundraising events. As well as raising funds for the ongoing costs of running a parish, these events aim to build community within the parish and to raise awareness of the Charity in the wider community of Bicester.

The main activities for the public benefit in relation to the objectives of Bicester Spiritualist Church during the period were:

- the organisation and running of Bicester Spiritualist Church to enable those who wish to use it to assist the development of their Christian and spiritualist faith.
- the organising of regular religious services with a recognised medium and, where practical, allowing the public to join in and worship.
- the organising of healing sessions and facilitating healing workshops and training for the development of healing techniques.
- the provision of workshops for the development of Christian Spiritualism.

More specifically, during this unusual period, the Trustees concluded the improvements to the security system and general maintenance was carried out.

BICESTER SPIRITUALIST CHURCH

TRUSTEES' ANNUAL REPORT (CONT'D)

FOR THE PERIOD ENDED 31ST DECEMBER 2021

Future developments

The ongoing of maintenance of the premises remains a priority, but considerations for improvements are always explored, and currently funding is being investigated into replacing the tin roof at the front of the premises.

It is hoped that this continuing commitment to maintaining and enhancing the charity's resources, in a cost effective manner, will attract additional user groups to the premises.

Public Benefit

In reviewing the Charity's ongoing objectives and activities, the Trustees have considered the guidance set out in the Charity Commission's guidelines on public benefit, and are of the opinion that the objectives and activities are in total compliance therewith.

Trustees

The Trustees named on page 1 served during the period and up to the date of signing this report. There are no other Trustees.

Appointment and Training of Trustees

Trustees are appointed following selection based on their professional skills and/or representational qualities.

Induction and training of new Trustees is informal, mainly covered by word of mouth and attendance at meetings where policy decisions are taken, and matters of concern discussed. There is no specific training policy.

Reserves Policy

The Trustees consider that free liquid reserves amounting to six month's operating costs is prudent and advisable to cover the various uncertainties and risks in the current economic climate. These requirements are under constant review by the Trustees, who consider that the position at the period end date is in line with policy.

Trustees Remuneration/Expenses

No expenses are paid to Trustees other than to reimburse authorised disbursements incurred.

Risk Management

The Trustees have examined the major strategic, business and operational risks which the Charity faces or may face, and confirm that systems are in place to enable regular reports to be produced, so that the necessary steps can be taken to lessen any such risks.

The principal risks faced by the charity are:

- sustainability of rental incomes
- ability to maintain rental properties to a high standard, at reasonable cost
- maintaining, or increasing, the number of Trustees.

The Trustees are aware of these risks and, together with their professional advisers, keep the issues under constant review.

BICESTER SPIRITUALIST CHURCH
TRUSTEES' ANNUAL REPORT (CONT'D)
FOR THE PERIOD ENDED 31ST DECEMBER 2021

Statement of Trustees' responsibilities

The Trustees are responsible for preparing the annual report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year, which give a true and fair view of the Charity's financial activities during the year and of its financial position at the end of the year. In preparing those financial statements, the Trustees are required to:

- * select suitable accounting policies and then apply them consistently;
- * observe the methods and principles of the applicable Charities SORP;
- * make judgements and estimates that are reasonable and prudent;
- * state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;
- * prepare the financial statements on a going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and which enable them to ascertain the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011 and the applicable Charities SORP. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approval

This report has been approved by the Trustees and is signed on their behalf by:

Signed *J.A. Plowman*
 (Trustee)

JUDITH A. PLOWMAN

Date ... *17th February 2022*

BICESTER SPIRITUALIST CHURCH

SECRETARY'S ANNUAL REPORT

FOR THE PERIOD ENDED 31ST DECEMBER 2021

Bicester Spiritualist Church (BSC) continues to uphold the Objectives as set out in the Constitution in the advancing of the Christian religion in particular the Christian Spiritualist Church that has been established since its inception on 29th June, 1989, in supporting the community in the assistance of those wishing to development their spiritual interests.

Unfortunately, 2021 again was an unusual year for BSC totally due to Covid-19 Virus and the various government lockdowns and restrictions. The Secretary's Report is intended as a legal Item to be included and accepted as an agreed minutes document in lieu of AGM Minutes for 2021.

Following the closure due to COVID-19 regulations of The Clifton Centre and BSC during 2020 the premises reopened in June 2021 until December 2021 where weekly Divine Services, two Coffee and Cake afternoons and a Clairvoyant evening with Stephen Holbrook took place. All events were held in accordance with the government requirements of mask wearing, restrictions in social distancing, limitations of people in the building and Track and Trace. Open Circles and Healing Groups have not yet re-commenced. In September 2021 Minister Adrian Denney from the CSII presented Basic Counselling and Healing Certificates to a number of BSC congregation following their completion of Healing and Counselling courses..

Slimming World and RealFitness are the only associations to have returned to their weekly meetings. Yogabeing, U3AA, BLHS have notified BSC that they will not be returning until 2022.

As an AGM could not be held in 2021 (due to the Government restrictions) the General Secretary kept all the Trustees up to date with actions and information via email. The Management Meeting which had been arranged for January 2021 was cancelled for various reasons and eventually held in June 2021. Please be aware that in lieu of an AGM resolution regarding the confirmation of the accountant an email was sent to all Trustees for their agreement or comments regarding retaining King Loose & Co as BSC's Accountants, such an appointment was unanimously agreed. Messrs King Loose & Co of St John's House, 5 South Parade, Summertown, Oxford OX2 7JL were elected and shall continue for a further year 2022.

As advised in our 2020 Secretary's Report BSC's tenant KEA were closed and due to the nature of their business were granted a rent-free period and subsequently returned to normal rentals on 1st July 2021: KEA were due a rent and tenure review in February 2021. It was agreed by the trustees that due to the current situation rental should remain the same until February 2023 when a rent review will take place.

Derek Taylor (BSC Grants Co-ordinator) was advised in 2020 from various agencies regarding charitable grants that no grants were being given out and that the grants program was being restricted to services regarding the Covid-19 restrictions, food banks, etc. However, in July a request for a grant to replace the tin roof was requested from Viridor and all papers; which included quotations and letters of reference from users were submitted at the end of October 2021; BSC will be advised before February 2022 if they have been successful in the application.

Cherwell District Council (CDC) who in accordance with government guidelines, awarded COVID-19 grants to most businesses during the year in which businesses were under compulsory closure; and during 2021 BSC was awarded further grants which has enabled BSC to grant rent free periods to all users. BSC also received a further award for furloughed employee.

BICESTER SPIRITUALIST CHURCH
SECRETARY'S ANNUAL REPORT (CONT'D)
FOR THE PERIOD ENDED 31ST DECEMBER 2021

Tony Plowman and Robert Gooch (Custodial Trustees) continued to maintain the buildings and computer systems during the past year (2021) – no large projects were undertaken.

To all the trustees, volunteers, congregation and our associates that have contributed to the on-going success of Bicester Spiritualist Church and The Clifton Centre through attendance, discussions, organising, planning and being able to participate and provide support when able to do so, it is appropriate that your personal and collective efforts are acknowledged, and we hope to resume our full services and community usage as soon as permitted.

Minister Judith A Plowman
General Secretary Bicester Spiritualist Church

BICESTER SPIRITUALIST CHURCH
INDEPENDENT EXAMINER'S REPORT
FOR THE PERIOD ENDED 31ST DECEMBER 2021
REGISTERED CHARITY NO. 1013339

I report on the accounts of the charity, for the year ended 31st December 2021, which are set out on pages 5 to 7.

Respective responsibilities of the trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this period under Section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners under Section 145(5)(b) of the Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity, and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view', and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements:
- to keep accounting records in accordance with Section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act
- have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

King Loose & Co
 St John's House
 5 South Parade
 Summertown
 Oxford OX2 7JL

Hester C. Fanthome

 H C FANTHOM FCA
 Dated... 17th February 2022

BICESTER SPIRITUALIST CHURCH

5.

RECEIPTS AND PAYMENTS ACCOUNT FOR THE PERIOD ENDED 31ST DECEMBER 2021 (CHARITY NO. 1013339)

	<u>2021</u>		<u>2020</u>	
	£	£	£	£
<u>RECEIPTS</u>				
Collection		1,048.37		763.17
Raffle		-		166.90
Tickets		1,860.00		1,120.00
Refreshments & donations		83.97		75.00
Open circle		-		476.00
Psychic PR & library		-		-
Xmas Draw		-		-
Rent		13,712.81		14,529.58
Book/DVD sales		-		1.30
CJRS (furlough) money		1,451.71		1,287.85
Government Grants		21,374.83		10,000.00
Grant for chairs		408.00		-
		<hr/>		<hr/>
		39,939.69		28,419.80
<u>PAYMENTS</u>				
Building repairs & maintenance	3,617.58		6,881.48	
Heat/light/water	5,469.79		6,603.48	
Affiliation fee	-		50.00	
Insurance (inc PLI)	1,175.32		834.32	
Accountant	300.00		300.00	
Other (flowers, milk, stationery etc)	422.55		886.03	
Other expenses	92.92		8.65	
Medium expenses	1,455.00		1,160.00	
Wages	1,840.17		2,569.58	
Small Equipment & chairs purchased	560.00		1,011.57	
	<hr/>		<hr/>	
		(14,933.33)		(20,305.11)
Net surplus		<hr/> <u>25,006.36</u>		<hr/> <u>8,114.69</u>

BICESTER SPIRITUALIST CHURCH

6.

STATEMENT OF ASSETS AND LIABILITIES

AS AT 31ST DECEMBER 2021 (CHARITY NO. 1013339)

	<u>Notes</u>		<u>2021</u>		<u>2020</u>
		£	£	£	£
<u>FIXED ASSETS</u>					
Tangible Fixed Assets	2		247,153.10		247,153.10
<u>CURRENT ASSETS</u>					
<u>Cash and Bank</u>					
Community Account		39,069.82		44,163.46	
Business Saver Account		30,100.00		-	
		<hr/>		<hr/>	
		69,169.82		44,163.46	
<u>CURRENT LIABILITIES</u>					
Creditors		<hr/>		<hr/>	
		-		-	
Net Current Assets			69,169.82		44,163.46
		<hr/>		<hr/>	
NET ASSETS			<u>316,322.92</u>		<u>291,316.56</u>
<u>FUNDS</u>					
Unrestricted Funds B/Fwd			291,316.56		283,201.87
Surplus for the period			25,006.36		8,114.69
			<hr/>		<hr/>
UNRESTRICTED FUNDS C/FWD			<u>316,322.92</u>		<u>291,316.56</u>

Approved by the Trustees

J. A. Pearson
AIN PEARSON

Dated

14th February 2022

BICESTER SPIRITUALIST CHURCH
NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31ST DECEMBER 2021

1. **Accounting Policies**

(a) **Basis of preparation**

The accounts (financial statements) have been prepared on a receipts and payments basis.

(b) **Tangible Assets and Depreciation**

Tangible fixed assets held for the charity's own use are stated at cost.

2. **Tangible Fixed Assets**

	<u>Building Equipment</u>		<u>Total</u>
	£	£	£
Cost			
Brought forward 01.01.21	246,768	385	247,153
Additions	-	-	-
Disposals	-	-	-
Carried forward 31.12.21	<u>246,768</u>	<u>385</u>	<u>247,153</u>
Depreciation			
Brought forward 01.01.21	-	-	-
Charge for the period	-	-	-
Depreciation on disposals	-	-	-
Carried forward 31.12.21	<u>-</u>	<u>-</u>	<u>-</u>
Net Book Value at 31.12.21	<u>246,768</u>	<u>385</u>	<u>247,153</u>
Net Book Value at 31.12.20	<u>246,768</u>	<u>385</u>	<u>247,153</u>

All tangible fixed assets are used directly for charitable purposes.

3. **Trustees Remuneration/Expenses**

None of the Trustees receive a salary from the charity. No expenses are paid to Trustees other than to reimburse occasional, low-value authorised disbursements incurred.